



Town of Berlin Personnel Committee

NOTICE OF PUBLIC HEARING

Employee Policies - ARTICLE V. Leave Benefits

DEPARTMENT HEADS: Immediately post this public hearing notice and the proposed policies in a conspicuous place in your department and distribute to all employees in your department.

Pursuant to Sections 3 and 5 of the Town of Berlin Personnel Bylaw, the Personnel Committee and Town Administrator will hold an in-person PUBLIC HEARING on **Wednesday, June 15, 2022 at 6:30 p.m. in Town Offices, Room 227** on proposed **ARTICLE V - Leave Benefits** policies, including Appendices C, D, E and F.

Employees are given this opportunity to review and comment on the proposed policies, and may present questions and comments at the public hearing. Adoption of Personnel Policies requires submission of a written recommendation from the Personnel Committee and Town Administrator to the Select Board within 20 calendar days of any vote by the Personnel Committee. Should the Select Board not receive a written recommendation within the 20 days, the Board may adopt, reject or return the policies to the Personnel Committee and Town Administrator for further action. All policies and policy amendments become effective upon Select Board approval unless the Board specifies another date.

Email questions or comments on the proposed policies to townadmin@townofberlin.com.

Note: Certain employees are members of recognized bargaining units represented by a union and whose employment is governed by a collective bargaining agreement. All Town employees and officials, including those whose employment is governed by a collective bargaining agreement or an employment contract, are subject to the terms of the Town's Personnel/Employee policies. If a provision of the policies conflicts with a labor agreement, the labor agreement will supersede the policy in conflict.

Notice and proposed policies posted on Town Office bulletin boards and emailed to Berlin department heads for distribution to their employees on May 31, 2022.